



National Family Development Credential® Program

FDC™ Instructor Training Institute Application
Courtyard by Marriott Baltimore Downtown/Inner Harbor - Maryland
September 12-15, 2023

Name: _____
Please type or print clearly.

Position: _____

Agency Full Name: _____ (acronym) _____

Agency Address: _____

City/State/Zip: _____

Phone: (_____) _____ Fax: (_____) _____

Email: _____

Degree _____ Institution _____ Year completed _____
(AS/BS/MA/PHD) *A minimum of a *bachelor's degree* is required or a direct oversight by an FDC Instructor:
(name) _____ (Private consultants are not eligible.)

Application deadline: Applications should be submitted as soon as possible, but no later than **Friday, August 11, 2023**. A limited number of spaces will be available. Applications will be accepted on a first come basis. Agencies sending more than one person should send all applications together. To be considered, please return completed application with answers and signatures to the National FDC Program Manager at nationalfdc@uconn.edu.

Registration fees: The \$925.00 registration fee will be invoiced (excluding books \$170) following acceptance to the Institute. Early birds-apply before July 21st for a discounted registration fee of \$875.00. All applicants will be held to the FDC payment, cancellation/refund policy provided (attached). Hotel and travel details will be provided upon acceptance. Once the review process is complete, applicants will be notified via email.

Instructor's Institute Application Questions: Please prepare and submit responses to the questions below (no longer than 3 pages, double-spaced). If more than one person is applying from an organization or coalition, please attach the same answers to question 5, but all applicants must complete their own responses to all other questions. Applicants must be employed by a non-profit organization. *A Supervisor's signature is required.*



On a separate page, please tell us:

1. Why are you interested in becoming a Family Development Credential® Program Instructor?
2. What experience do you have as a Head Start State Association Leader, Family Service Worker, Home Visitor, Parent, or other role?
3. Do you have any previous experience with the Family Development Credential® Program (for example earned the FDC; taught FDC in another location (Where? When?), FDC portfolio advisor? Read *Empowerment Skills for Family Workers*?)
4. What experience do you have leading interactive training, college instruction, or professional workshops?
5. How do you envision offering the Family Development Credential® Program in your community or state?

Statements of Commitment by Candidate and Supervisor

Candidate's commitment - If accepted, I will make a commitment to attend and actively **participate in all four (4) full days** of the FDC Instructor's Training Institute. In the coming year, I plan to offer an FDC *Empowerment Skills for Workers* Series in my community/state or promote the series within my agency, community, or state system. I agree to abide by the National Family Development Credential® Program Policies & Procedures.

Signature _____ Date _____

Supervisor's commitment - I support _____'s plan to become an FDC Instructor and will work with her/him to assure that time is available for this program to be offered and provide administrative support.

Supervisor's Signature _____ Print name _____

Position _____ Date _____

Supervisor's email _____ Phone# _____